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2003
STATE OF ILLINOIS
DEPARTMENT OF PUBLIC AID
FINANCIAL AND STATISTICAL REPORT FOR
LONG-TERM CARE FACILITIES
(FISCAL YEAR 2003)

IMPORTANT NOTICE
 THIS AGENCY IS REQUESTING DISCLOSURE OF INFORMATION
 THAT IS NECESSARY TO ACCOMPLISH THE STATUTORY
 PURPOSE AS OUTLINED IN 210 ILCS 45/3-208. DISCLOSURE
 OF THIS INFORMATION IS MANDATORY. FAILURE TO PROVIDE
 ANY INFORMATION ON OR BEFORE THE DUE DATE WILL
 RESULT IN CESSATION OF PROGRAM PAYMENTS. THIS FORM
 HAS BEEN APPROVED BY THE FORMS MANAGEMENT CENTER.

I. IDPH Facility ID Number: <u>0011643</u>		II. CERTIFICATION BY AUTHORIZED FACILITY OFFICER	
Facility Name: <u>SUNSET HOME</u>		I have examined the contents of the accompanying report to the State of Illinois, for the period from <u>10/01/02</u> to <u>09/30/03</u> and certify to the best of my knowledge and belief that the said contents are true, accurate and complete statements in accordance with applicable instructions. Declaration of preparer (other than provider) is based on all information of which preparer has any knowledge.	
Address: <u>418 WASHINGTON</u> <u>QUINCY</u> <u>62301</u> Number City Zip Code		Intentional misrepresentation or falsification of any information in this cost report may be punishable by fine and/or imprisonment.	
County: <u>ADAMS</u>			
Telephone Number: <u>217-223-2636</u> Fax # <u>217-223-9867</u>			
IDPA ID Number: <u>370661224-001</u>			
Date of Initial License for Current Owners: <u>NOT AVAILABLE</u>			
Type of Ownership:			
<input checked="" type="checkbox"/> VOLUNTARY, NON-PROFIT			
<input checked="" type="checkbox"/> Charitable Corp.			
<input type="checkbox"/> Trust			
IRS Exemption Code _____			
<input type="checkbox"/> PROPRIETARY			
<input type="checkbox"/> Individual			
<input type="checkbox"/> Partnership			
<input type="checkbox"/> Corporation			
<input type="checkbox"/> "Sub-S" Corp.			
<input type="checkbox"/> Limited Liability Co.			
<input type="checkbox"/> Trust			
<input type="checkbox"/> Other _____			
<input type="checkbox"/> GOVERNMENTAL			
<input type="checkbox"/> State			
<input type="checkbox"/> County			
<input type="checkbox"/> Other _____			
In the event there are further questions about this report, please contact Name: <u>RUTH STOWE</u> Telephone Number: <u>217-223-2636 EXT 311</u>		Officer or Administrator of Provider (Signed) _____ <u>12/01/2003</u> (Type or Print Name) <u>JUDY KIRLIN</u> (Date) (Title) <u>CEO/ADMINISTRATOR</u> Paid Preparer (Signed) _____ <u>12/01/2003</u> (Print Name and Title) <u>TIMOTHY WIEWEL PROPRIETOR</u> (Date) (Firm Name & Address) <u>TIMOTHY J WIEWEL CPA</u> <u>PO BOX 1028 QUINCY IL 62306</u> (Telephone) <u>217-223-2245</u> Fax # <u>217-223-7580</u> MAIL TO: OFFICE OF HEALTH FINANCE ILLINOIS DEPARTMENT OF PUBLIC AID 201 S. Grand Avenue East Springfield, IL 62763-0001 Phone # (217) 782-1630	

STATE OF ILLINOIS

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Facility Name & ID Number SUNSET HOME# 0011643 Report Period Beginning: 10/01/02 Ending: 09/30/03

III. STATISTICAL DATA

A. Licensure/certification level(s) of care; enter number of beds/bed days,
(must agree with license). Date of change in licensed beds248

	1	2	3	4	
	Beds at Beginning of Report Period	Licensure Level of Care	Beds at End of Report Period	Licensed Bed Days During Report Period	
1	<u>19</u>	Skilled (SNF)	<u>19</u>	<u>6,935</u>	1
2		Skilled Pediatric (SNF/PED)			2
3	<u>148</u>	Intermediate (ICF)	<u>148</u>	<u>54,020</u>	3
4		Intermediate/DD			4
5	<u>81</u>	Sheltered Care (SC)	<u>81</u>	<u>29,565</u>	5
6		ICF/DD 16 or Less			6
7	<u>248</u>	TOTALS	<u>248</u>	<u>90,520</u>	7

B. Census-For the entire report period.

	1	2	3	4	5	
	Level of Care	Patient Days by Level of Care and Primary Source of Payment				
		Public Aid Recipient	Private Pay	Other	Total	
8	SNF	<u>114</u>	<u>32</u>	<u>2,546</u>	<u>2,692</u>	8
9	SNF/PED					9
10	ICF	<u>30,519</u>	<u>22,683</u>		<u>53,202</u>	10
11	ICF/DD					11
12	SC	<u>12,605</u>	<u>2,525</u>		<u>15,130</u>	12
13	DD 16 OR LESS					13
14	TOTALS	<u>43,238</u>	<u>25,240</u>	<u>2,546</u>	<u>71,024</u>	14

C. Percent Occupancy. (Column 5, line 14 divided by total licensed
bed days on line 7, column 4.) 78.46%

D. How many bed-hold days during this year were paid by Public Aid?

(Do not include bed-hold days in Section B.)

E. List all services provided by your facility for non-patients.
(E.g., day care, "meals on wheels", outpatient therapy)INDEPENDENT LIVING UNITS, SENIOR APARTMENTS

F. Does the facility maintain a daily midnight census?

YESG. Do pages 3 & 4 include expenses for services or
investments not directly related to patient care?YES ☒ NO ☐

H. Does the BALANCE SHEET (page 17) reflect any non-care assets?

YES ☒ NO ☐

I. On what date did you start providing long term care at this location

Date started / /

J. Was the facility purchased or leased after January 1, 1978?

YES ☐ Date / / NO ☒

K. Was the facility certified for Medicare during the reporting year?

YES ☒ NO ☐ If YES, enter numberof beds certified 19 and days of care provided 2,546Medicare Intermediary MUTUAL OF OMAHA

IV. ACCOUNTING BASIS

ACCRAU ☒ MODIFIED
CASH* ☐ CASH* ☐Is your fiscal year identical to your tax year YES ☒ NO ☐Tax Year: / / Fiscal Year: / /

* All facilities other than governmental must report on the accrual basis

STATE OF ILLINOIS

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Facility Name & ID Number **SUNSET HOME**# **0011643**Report Period Beginning: **10/01/02**Ending: **09/30/03****V. COST CENTER EXPENSES (throughout the report, please round to the nearest dollar)**

	Operating Expenses	Costs Per General Ledger				Reclass- ification 5	Reclassified Total 6	Adjust- ments 7	Adjusted Total 8	FOR OHF USE ONLY	
		Salary/Wage 1	Supplies 2	Other 3	Total 4					9	10
	A. General Services										
1	Dietary	517,711	33,882	9,309	560,902		560,902		560,902		1
2	Food Purchase		241,189		241,189		241,189		241,189		2
3	Housekeeping	241,175	39,825		281,000		281,000		281,000		3
4	Laundry	42,412	(13,140)	122,862	152,134		152,134		152,134		4
5	Heat and Other Utilities			301,964	301,964		301,964		301,964		5
6	Maintenance	176,141	36,764	72,817	285,722	(567)	285,155		285,155		6
7	Other (specify):*										7
8	TOTAL General Services	977,439	338,520	506,952	1,822,911	(567)	1,822,344		1,822,344		8
	B. Health Care and Programs										
9	Medical Director										9
10	Nursing and Medical Records	3,200,871	142,728	40,484	3,384,083		3,384,083		3,384,083		10
10a	Therapy	221,611	4,807	176,809	403,227		403,227		403,227		10a
11	Activities	126,317	6,815	5,573	138,705		138,705		138,705		11
12	Social Services	89,186	161	2,229	91,576		91,576		91,576		12
13	Nurse Aide Training										13
14	Program Transportation										14
15	Other (specify):*										15
16	TOTAL Health Care and Programs	3,637,985	154,511	225,095	4,017,591		4,017,591		4,017,591		16
	C. General Administration										
17	Administrative	79,007			79,007		79,007		79,007		17
18	Directors Fees										18
19	Professional Services			45,718	45,718		45,718	(495)	45,223		19
20	Dues, Fees, Subscriptions & Promotion			50,317	50,317		50,317	(10,441)	39,876		20
21	Clerical & General Office Expense	293,303	10,222	104,825	408,350		408,350		408,350		21
22	Employee Benefits & Payroll Tax			1,295,999	1,295,999	(11,984)	1,284,015		1,284,015		22
23	Inservice Training & Education			1,607	1,607		1,607		1,607		23
24	Travel and Seminar			19,140	19,140		19,140	(5,757)	13,383		24
25	Other Admin. Staff Transportation										25
26	Insurance-Prop.Liab.Malpractice			129,059	129,059		129,059		129,059		26
27	Other (specify):* BAD DEBT			2,768	2,768		2,768	(2,768)			27
28	TOTAL General Administration	372,310	10,222	1,649,433	2,031,965	(11,984)	2,019,981	(19,461)	2,000,520		28
29	TOTAL Operating Expense (sum of lines 8, 16 & 28)	4,987,734	503,253	2,381,480	7,872,467	(12,551)	7,859,916	(19,461)	7,840,455		29

*Attach a schedule if more than one type of cost is included on this line, or if the total exceeds \$1000.

NOTE: Include a separate schedule detailing the reclassifications made in column 5. Be sure to include a detailed explanation of each reclassification.

Facility Name & ID Number **SUNSET HOME**

#0011643

Report Period Beginning:

10/01/02

Ending:

09/30/03

V. COST CENTER EXPENSES (continued)

	Capital Expense	Cost Per General Ledger				Reclass- ification 5	Reclassified Total 6	Adjust- ments 7	Adjusted Total 8	FOR OHF USE ONLY		
		Salary/Wage 1	Supplies 2	Other 3	Total 4					9	10	
	D. Ownership											
30	Depreciation			415,729	415,729	(52,260)	363,469		363,469			30
31	Amortization of Pre-Op. & Org											31
32	Interest			28,179	28,179	(25,238)	2,941	(764)	2,177			32
33	Real Estate Taxes					567	567		567			33
34	Rent-Facility & Grounds											34
35	Rent-Equipment & Vehicle											35
36	Other (specify): ^a											36
37	TOTAL Ownership			443,908	443,908	(76,931)	366,977	(764)	366,213			37
	Ancillary Expense											
	E. Special Cost Centers											
38	Medically Necessary Transportation											38
39	Ancillary Service Center:		36,910		36,910		36,910		36,910			39
40	Barber and Beauty Shops											40
41	Coffee and Gift Shop:											41
42	Provider Participation Fee			91,433	91,433		91,433		91,433			42
43	Other (specify): ^a SEE ATTACHED			156,428	156,428	89,482	245,910	(245,910)				43
44	TOTAL Special Cost Centers		36,910	247,861	284,771	89,482	374,253	(245,910)	128,343			44
45	GRAND TOTAL COST											
	(sum of lines 29, 37 & 44)	4,987,734	540,163	3,073,249	8,601,146		8,601,146	(266,135)	8,335,011			45

*Attach a schedule if more than one type of cost is included on this line, or if the total exceeds \$1000.

	NON-ALLOWABLE EXPENSES	1 Amount	2 Refer- ence	3 OHF USE ONLY	
1	Day Care	\$		\$	1
2	Other Care for Outpatients				2
3	Governmental Sponsored Special Program				3
4	Non-Patient Meals				4
5	Telephone, TV & Radio in Resident Room				5
6	Rented Facility Space				6
7	Sale of Supplies to Non-Patient				7
8	Laundry for Non-Patients				8
9	Non-Straightline Depreciation				9
10	Interest and Other Investment Income				10
11	Discounts, Allowances, Rebates & Refund				11
12	Non-Working Officer's or Owner's Salary				12
13	Sales Tax				13
14	Non-Care Related Interest	(764)	32		14
15	Non-Care Related Owner's Transaction				15
16	Personal Expenses (Including Transportation				16
17	Non-Care Related Fees				17
18	Fines and Penalties	(6,500)	20		18
19	Entertainment				19
20	Contributions				20
21	Owner or Key-Man Insurance				21
22	Special Legal Fees & Legal Retainer	(495)	19		22
23	Malpractice Insurance for Individual				23
24	Bad Debt	(2,768)	27		24
25	Fund Raising, Advertising and Promotiona	(91,443)	43		25
26	Income Taxes and Illinois Personal				26
27	Property Replacement Tax				27
28	Nurse Aide Training for Non-Employee				28
29	Yellow Page Advertising SEE 5A	(164,165)			29
30	SUBTOTAL (A): (Sum of lines 1-29)	\$ (266,135)		\$	30

OHF USE ONLY							
48		49		50		51	52

B. If there are expenses experienced by the facility which do not appear in the general ledger, they should be entered below. (See instructions.)

		1 Amount	2 Reference	
31	Non-Paid Workers-Attach Schedule	\$		31
32	Donated Goods-Attach Schedule			32
33	Amortization of Organization & Pre-Operating Expense			33
34	Adjustments for Related Organization Costs (Schedule VII)			34
35	Other- Attach Schedule			35
36	SUBTOTAL (B): (sum of lines 31-35)	\$		36
37	(sum of SUBTOTALS (A) and (B))	\$ (266,135)		37

*These costs are only allowable if they are necessary to meet minimum licensing standards. Attach a schedule detailing the items included on these lines.

C. Are the following expenses included in Sections A to D of pages 3 and 4? If so, they should be reclassified into Section E. Please reference the line on which they appear before reclassification. (See instructions.)

		1 Yes	2 No	3 Amount	4 Reference	
38	Medically Necessary Transport			\$		38
39						39
40	Gift and Coffee Shop					40
41	Barber and Beauty Shop					41
42	Laboratory and Radiology					42
43	Prescription Drugs					43
44	Exceptional Care Program					44
45	Other-Attach Schedule					45
46	Other-Attach Schedule					46
47	TOTAL (C): (sum of lines 38-46)			\$		47

SUNSET HOME

ID# 0011643

Report Period Beginning: 10/01/02

Ending: 09/30/03

Sch. V Line

NON-ALLOWABLE EXPENSES		Amount	Reference	
1	IDPA PREPAID LICENSE FEE	\$ (3,480)	20	1
2	PREPAID WORKERS BACKGROUND CHECKS	(461)	20	2
3	OUT OF STATE TRANSPORTATION SEMINAR	(7,223)	24	3
4	VILLA APARTMENTS	(79,273)	43	4
5	SUNSET APARTMENTS	(75,194)	43	5
6	SEMINAR FEES PAID FY 2002 FOR FY 2003	1,466	24	6
7				7
8				8
9				9
10				10
11				11
12				12
13				13
14				14
15				15
16				16
17				17
18				18
19				19
20				20
21				21
22				22
23				23
24				24
25				25
26				26
27				27
28				28
29				29
30				30
31				31
32				32
33				33
34				34
35				35
36				36
37				37
38				38
39				39
40				40
41				41
42				42
43				43
44				44
45				45
46				46
47				47
48				48
49	Total	(164,165)		49

Summary A

09/30/03

[illegible]

Summary B

09/30/03

[illegible]

Facility Name & ID Number SUNSET HOME# 0011643Report Period Beginning: 10/01/02 Ending: 09/30/03

VII. RELATED PARTIES

A. Enter below the names of ALL owners and related organizations (parties) as defined in the instructions. Attach an additional schedule if necessary.

1 OWNERS		2 RELATED NURSING HOMES		3 OTHER RELATED BUSINESS ENTITIES		
Name	Ownership %	Name	City	Name	City	Type of Business

B. Are any costs included in this report which are a result of transactions with related organizations? This includes rent, management fees, purchase of supplies, and so forth. ☐ YES ☐ NO

If yes, costs incurred as a result of transactions with related organizations must be fully itemized in accordance with the instructions for determining costs as specified for this form.

1		2	3 Cost Per General Ledger	4	5 Cost to Related Organization	6	7	8 Difference: Adjustments for Related Organization Costs (7 minus 4)	
Schedule V	Line		Item	Amount	Name of Related Organization	Percent of Ownership	Operating Cost of Related Organization		
1	V			\$			\$	\$	1
2	V								2
3	V								3
4	V								4
5	V								5
6	V								6
7	V								7
8	V								8
9	V								9
10	V								10
11	V								11
12	V								12
13	V								13
14	Total			\$			\$	\$ *	14

* Total must agree with the amount recorded on line 34 of Schedule V1

Facility Name & ID Number SUNSET HOME # 0011643 Report Period Beginning: 10/01/02 Ending: 09/30/03

VII. RELATED PARTIES (continued)

C. Statement of Compensation and Other Payments to Owners, Relatives and Members of Board of Directors.

NOTE: ALL owners (even those with less than 5% ownership) and their relatives who receive any type of compensation from this home must be listed on this schedule.

	1 Name	2 Title	3 Function	4 Ownership Interest	5 Compensation Received From Other Nursing Homes*	6 Average Hours Per Work Week Devoted to this Facility and % of Total Work Week		7 Compensation Included in Costs for this Reporting Period**		8 Schedule V. Line & Column Reference	
						Hours	Percent	Description	Amount		
1									\$		1
2											2
3											3
4											4
5											5
6											6
7											7
8											8
9											9
10											10
11											11
12											12
13								TOTAL	\$		13

* If the owner(s) of this facility or any other related parties listed above have received compensation from other nursing homes, attach a schedule detailing the name(s) of the home(s) as well as the amount paid. THIS AMOUNT MUST AGREE TO THE AMOUNTS CLAIMED ON THE THE OTHER NURSING HOMES' COST REPORTS.

** This must include all forms of compensation paid by related entities and allocated to Schedule V of this report (i.e., management fees).
FAILURE TO PROPERLY COMPLETE THIS SCHEDULE INDICATING ALL FORMS OF COMPENSATION RECEIVED FROM THIS HOME,
ALL OTHER NURSING HOMES AND MANAGEMENT COMPANIES MAY RESULT IN THE DISALLOWANCE OF SUCH COMPENSATION.

Facility Name & ID Number SUNSET HOME# 0011643

Report Period Beginning:

10/01/02

Ending:

09/30/03

VIII. ALLOCATION OF INDIRECT COSTS

A. Are there any costs included in this report which were derived from allocations of central office or parent organization costs? (See instructions.) YES ☐ NO ☒

Name of Related Organization _____

Street Address _____

City / State / Zip Code _____

Phone Number () _____

Fax Number () _____

B. Show the allocation of costs below. If necessary, please attach worksheets

1 Schedule V Line Reference	2 Item	3 Unit of Allocation (i.e., Days, Direct Cost, Square Feet)	4 Total Units	5 Number of Subunits Being Allocated Among	6 Total Indirect Cost Being Allocated	7 Amount of Salary Cost Contained in Column 6	8 Facility Units	9 Allocation (col.8/col.4)x col.6	
1					\$	\$		\$	1
2									2
3									3
4									4
5									5
6									6
7									7
8									8
9									9
10									10
11									11
12									12
13									13
14									14
15									15
16									16
17									17
18									18
19									19
20									20
21									21
22									22
23									23
24									24
25	TOTALS				\$	\$		\$	25

IX. INTEREST EXPENSE AND REAL ESTATE TAX EXPENSE

A. Interest: (Complete details must be provided for each loan - attach a separate schedule if necessary.)

	1 Name of Lender	2 Related**		3 Purpose of Loan	4 Monthly Payment Required	5 Date of Note	6 Amount of Note		8 Maturity Date	9 Interest Rate (4 Digits)	10 Reporting Period Interest Expense	
		YES	NO				Original	Balance				
	A. Directly Facility Related											
	Long-Term											
1	MERCANTILE		X	OPERATIONS LINE OF CREDIT		12/21/2000	\$	\$	12/21/2007	0.0425	\$ 2,177	1
2												2
3												3
4												4
5												5
	Working Capital											
6												6
7												7
8												8
9	TOTAL Facility Related						\$	\$			\$ 2,177	9
	B. Non-Facility Related*											
10	GIFT ANNUITIES		X	NONE							764	10
11	MERCANTILE		X	PURCHASE APARTMENTS		7/28/2003	2,000,000	2,000,000	1/28/2004	0.0500	17,778	11
12	MERCANTILE		X	PURCHASE APART LOC				1,001,084	12/21/2007	0.0043	7,460	12
13												13
14	TOTAL Non-Facility Related						\$ 2,000,000	\$ 3,001,084			\$ 26,002	14
15	TOTALS (line 9+line14)						\$ 2,000,000	\$ 3,001,084			\$ 28,179	15

16) Please indicate the total amount of mortgage insurance expense and the location of this expense on Sch. V. \$ _____ Line # _____

* Any interest expense reported in this section should be adjusted out on page 5, line 14 and, consequently, page 4, col. 7.
(See instructions.)

** If there is ANY overlap in ownership between the facility and the lender, this must be indicated in column 2.
(See instructions.)

Facility Name & ID Number **SUNSET HOME**# **0011643** Report Period Beginning: **10/01/02** Ending: **09/30/03****IX. INTEREST EXPENSE AND REAL ESTATE TAX EXPENSE (continued)****B. Real Estate Taxes**

1. Real Estate Tax accrual used on 2002 report.		Important , please see the next worksheet, "RE_Tax". The real estate tax statement and must accompany the cost report	\$	1
2. Real Estate Taxes paid during the year: (Indicate the tax year to which this payment applies. If payment covers more than one year, detail below.)			\$ 567	2
3. Under or (over) accrual (line 2 minus line 1).			\$ 567	3
4. Real Estate Tax accrual used for 2003 report. (Detail and explain your calculation of this accrual on the lines below.)			\$	4
5. Direct costs of an appeal of tax assessments which has NOT been included in professional fees or other general operating costs on Schedule V, sections A, B or C. (Describe appeal cost below. Attach copies of invoices to support the cost and a copy of the appeal filed with the county.)			\$	5
6. Subtract a refund of real estate taxes. You must offset the full amount of any direct appeal costs classified as a real estate tax cost plus one-half of any remaining refund. TOTAL REFUND \$ For Tax Year. (Attach a copy of the real estate tax appeal board's decision.)			\$	6
7. Real Estate Tax expense reported on Schedule V, line 33. This should be a combination of lines 3 thru			\$ 567	7

Real Estate Tax History:			
Real Estate Tax Bill for Calendar Year:	1998		8
	1999		9
	2000		10
	2001	552	11
	2002	567	12

FOR OHF USE ONLY	
13	FROM R. E. TAX STATEMENT FOR 2002 \$ 13
14	PLUS APPEAL COST FROM LINE 5 \$ 14
15	LESS REFUND FROM LINE 6 \$ 15
16	AMOUNT TO USE FOR RATE CALCULATION \$ 16

NOTES:

1. Please indicate a negative number by use of brackets(). Deduct any overaccrual of taxes from prior year.
2. If facility is a non-profit which pays real estate taxes, you must attach a denial of an application for real estate tax exemption unless the building is rented from a for-profit entity.
This denial must be no more than four years old at the time the cost report is filed

IMPORTANT NOTICE

TO: Long Term Care Facilities with Real Estate Tax Rates **RE:** 2002 REAL ESTATE TAX COST DOCUMENTATION

In order to set the real estate tax portion of the capital rate, it is necessary that we obtain additional information regarding your calendar 2002 real estate tax costs, as well as copies of your real estate tax bills for calendar 2002.

Please complete the Real Estate Tax Statement below and forward with a copy of your 2002 real estate tax bill to the Department of Public Aid, Office of Health Finance, 201 South Grand Avenue East, Springfield, Illinois 62763.

Please send these items in with your completed 2003 cost report. The cost report will not be considered complete and timely filed until this statement and the corresponding real estate tax bills are filed. If you have any questions, please call the Office of Health Finance at (217) 782-1630.

FACILITY NAME	<u>SUNSET HOME</u>	COUNTY	<u>ADAMS</u>
FACILITY IDPH LICENSE NUMBER	<u>0011643</u>		
CONTACT PERSON REGARDING THIS REPORT	<u>RUTH STOWE</u>		
TELEPHONE	217-223-2636 EXT 311	FAX #:	217-223-9867

Enter the tax index number and real estate tax assessed for 2002 on the lines provided below. Enter only the portion of the cost that applies to the operation of the nursing home in Column D. Real estate tax applicable to any portion of the nursing home property which is vacant, rented to other organizations, or used for purposes other than long term care must not be entered in Column D. Do not include cost for any period other than calendar year 2002.

B. Real Estate Tax Cost Allocations

Does any portion of the tax bill apply to more than one nursing home, vacant property, or property which is not directly used for nursing home services?

If YES, attach an explanation & a schedule which shows the calculation of the cost allocated to the nursing home. (Generally the real estate tax cost must be allocated to the nursing home based upon sq. ft. of space used.)

Attach a copy of the 2002 tax bills which were listed in Section A to this statement. Be sure to use the 2002 tax bill which is normally paid during 2003.

Facility Name & ID Number SUNSET HOME

0011643 Report Period Beginning:

10/01/02 Ending:

09/30/03

X. BUILDING AND GENERAL INFORMATION:

A. Square Feet: 144,818 B. General Construction Type: Exterior BRICK Frame STEEL-FIREPROOF Number of Stories 4

C. Does the Operating Entity? ☒ (a) Own the Facility ☐ (b) Rent from a Related Organization ☐ (c) Rent from Completely Unrelated Organization.

(Facilities checking (a) or (b) must complete Schedule XI. Those checking (c) may complete Schedule XI or Schedule XII-A. See instructions)

D. Does the Operating Entity? ☒ (a) Own the Equipment ☐ (b) Rent equipment from a Related Organization ☐ (c) Rent equipment from Completely Unrelated Organization

(Facilities checking (a) or (b) must complete Schedule XI-C. Those checking (c) may complete Schedule XI-C or Schedule XII-B. See instructions)

E. List all other business entities owned by this operating entity or related to the operating entity that are located on or adjacent to this nursing home's ground (such as, but not limited to, apartments, assisted living facilities, day training facilities, day care, independent living facilities, nurse aide training facilities, et List entity name, type of business, square footage, and number of beds/units available (where applicable)

VILLA APRTMENTS 16 - 2 BEDROOM UNITS 16,000 SG FT

F. Does this cost report reflect any organization or pre-operating costs which are being amortized? ☐ YES ☒ NO
If so, please complete the following:1. Total Amount Incurred: 2. Number of Years Over Which it is Being Amortized
3. Current Period Amortization: 4. Dates Incurred:

Nature of Costs:

(Attach a complete schedule detailing the total amount of organization and pre-operating costs)

XI. OWNERSHIP COSTS:

A. Land.

	1 Use	2 Square Feet	3 Year Acquired	4 Cost	
1	FACILITY	199,487		\$ 102,419	1
2	PARKING LOT ADDITIONAL	15,000	1996-97	86,288	2
3	TOTALS	214,487		\$ 188,707	3

XI. OWNERSHIP COSTS (continued)

B. Building Depreciation-Including Fixed Equipment. (See instructions.) Round all numbers to nearest dollar

1	2	3	4	5	6	7	8	9	
Beds*	FOR OHF USE ONLY	Year Acquired	Year Constructed	Cost	Current Book Depreciation	Life in Years	Straight Line Depreciation	Adjustments	Accumulated Depreciation
4	34	1958	1958	\$ 354,000	\$ 7,080	50	\$ 7,080		\$ 322,140
5	117	1971	1971	1,218,562	24,371	50	24,371		779,852
6	49	1972	1972	472,577	9,452	50	9,452		300,092
7	5	1987	1987	68,497	3,425	20	3,425		55,085
8	43	2001	2001	2,500,281	83,343	30	83,343		166,685
Improvement Type**									
9	BUILDINGS & IMPROVEMENTS		1958	12,000		10			12,000
10	BUILDINGS & IMPROVEMENTS		1972	51,124	1,023	50	1,023		31,704
11	BUILDINGS & IMPROVEMENTS		1977	14,179		20			14,179
12	BUILDINGS & IMPROVEMENTS		1978	442,103	8,842	50	8,842		225,587
13	BUILDINGS & IMPROVEMENTS		1979	13,639	273	50	273		6,686
14	BUILDINGS & IMPROVEMENTS		1980	771		20			771
15	BUILDINGS & IMPROVEMENTS		1981	7,902		10			7,902
16	BUILDINGS & IMPROVEMENTS		1982	13,900		10			13,900
17	BUILDINGS & IMPROVEMENTS		1983	17,260	588	20	588		17,260
18	BUILDINGS & IMPROVEMENTS		1985	272,013	6,800	40	6,800		124,549
19	BUILDINGS & IMPROVEMENTS		1987	321,886	14,347	10,20	14,347		272,839
20	BUILDINGS & IMPROVEMENTS		1988	36,315	239	10,20	239		35,263
21	BUILDINGS & IMPROVEMENTS		1989	164,241	7,313	10,20	7,313		125,384
22	BUILDINGS & IMPROVEMENTS		1990	64,734	3,237	20	3,237		43,114
23	BUILDINGS & IMPROVEMENTS		1992	11,222	224	10,20	224		9,866
24	BUILDINGS & IMPROVEMENTS		1993	37,801	1,987	5,10,20	1,987		25,556
25	BUILDINGS & IMPROVEMENTS		1994	9,466	382	5,20	382		5,456
26	BUILDINGS & IMPROVEMENTS		1995	99,649	6,990	5,10,15	6,990		62,919
27	BUILDINGS & IMPROVEMENTS		1996	33,788	1,256	5,20	1,256		17,650
28	BUILDINGS & IMPROVEMENTS		1997	403,089	19,561	5,10,20	19,561		144,934
29	BUILDINGS & IMPROVEMENTS		1998	107,004	5,614	5,10,20	5,614		32,300
30	BUILDINGS & IMPROVEMENTS		1999	3,684	368	10	368		1,658
31	FIRE PROTECTION BOXES ON LIGHTS		2000	23,606	1,180	20	1,180		3,541
32	TILE 1 WEST & S WEST HALLS		2000	4,633	232	20	232		695
33	DRYWALL SUNSET HALL		2000	4,600	230	20	230		460
34	TILE SUNSET HALL		2000	2,605	130	20	130		261
35	WNDOW BLINDS VALANCES 2 NORTH		2001	4,445	445	10	445		1,111
36									

*Total beds on this schedule must agree with page 2.

**Improvement type must be detailed in order for the cost report to be considered complete.

See Page 12A, Line 70 for total

****Improvement type must be detailed in order for the cost report to be considered complete.**

****Improvement type must be detailed in order for the cost report to be considered complete.**

****Improvement type must be detailed in order for the cost report to be considered complete.**

C. Equipment Depreciation-Excluding Transportation. (See instruction

	Category of Equipment	1 Cost	Current Book Depreciation 2	Straight Line Depreciation 3	4 Adjustments	Component Life 5	Accumulated Depreciation 6	
71	Purchased in Prior Years	\$ 568,778	\$ 54,784	\$ 54,784	\$	5 TO 25	\$ 307,501	71
72	Current Year Purchases	53,927	4,156	4,156		5,10,15	4,156	72
73	Fully Depreciated Assets	272,581					272,581	73
74								74
75	TOTALS	\$ 895,286	\$ 58,940	\$ 58,940	\$		\$ 584,238	75

D. Vehicle Depreciation (See instructions.)*

	1 Use	Model, Make and Year 2	Year Acquired 3	4 Cost	Current Book Depreciation 5	Straight Line Depreciation 6	7 Adjustments	Life in Years 8	Accumulated Depreciation 9	
76	MAINTENANCE	1997 3/4 TON GMC & PLOW	1997	\$ 23,521	\$ 198	\$ 198	\$	4,5	\$ 23,521	76
77	RESIDENT TRANSPORT	2001 E-450 FORD BUS	2001	56,836	11,367	11,367		5	17,051	77
78	RESIDENT TRANSPORT	1994 FORD VAN	1995	36,216				4	36,216	78
79										79
80	TOTALS			\$ 116,573	\$ 11,565	\$ 11,565	\$		\$ 76,788	80

E. Summary of Care-Related Asset

	1 Reference	2 Amount	
81	Total Historical Cost (line 3, col.4 + line 70, col.4 + line 75, col.1 + line 80, col.4) + (Pages 12B thru 12I, if applicable)	\$ 10,926,347	81
82	Current Book Depreciation (line 70, col.5 + line 75, col.2 + line 80, col.5) + (Pages 12B thru 12I, if applicable)	\$ 363,469	82
83	Straight Line Depreciation (line 70, col.7 + line 75, col.3 + line 80, col.6) + (Pages 12B thru 12I, if applicable)	\$ 363,469	83 **
84	Adjustments (line 70, col.8 + line 75, col.4 + line 80, col.7) + (Pages 12B thru 12I, if applicable)	\$	84
85	Accumulated Depreciation (line 70, col.9 + line 75, col.6 + line 80, col.9) + (Pages 12B thru 12I, if applicable)	\$ 5,523,246	85

F. Depreciable Non-Care Assets Included in General Ledger. (See instructions

	1 Description & Year Acquired	2 Cost	Current Book Depreciation 3	Accumulated Depreciation 4	
86	VILLA INDEP LIVING UNITS	\$ 1,685,664	\$ 41,246	\$ 623,115	86
87	SUNSET APARTMENTS	2,613,061	11,014	11,014	87
88					88
89					89
90					90
91	TOTALS	\$ 4,298,725	\$ 52,260	\$ 634,129	91

G. Construction-in-Progres

	Description	Cost	
92		\$	92
93			93
94			94
95		\$	95

* Vehicles used to transport residents to & from day training must be recorded in XI-F, not XI-D.

** This must agree with Schedule V line 30, column f

XII. RENTAL COSTS

A. Building and Fixed Equipment (See instructions.)

1. Name of Party Holding Lease: _____

2. Does the facility also pay real estate taxes in addition to rental amount shown below on line 7, column 4? _____

If NO, see instructions.

☐ YES ☐ NO

		1 Year Constructed	2 Number of Beds	3 Date of Lease	4 Rental Amount	5 Total Years of Lease	6 Total Years Renewal Option*	
3	Original Building:				\$			3
4	Additions							4
5								5
6								6
7	TOTAL				\$			7

8. List separately any amortization of lease expense included on page 4, line 34.

This amount was calculated by dividing the total amount to be amortized
by the length of the lease _____.

9. Option to Buy: ☐ YES ☐ NO Terms: _____ *

B. Equipment-Excluding Transportation and Fixed Equipment. (See instructions.)

15. Is Movable equipment rental included in building rental? _____

☐ YES ☐ NO

16. Rental Amount for movable equipment: \$ _____ Description: _____

(Attach a schedule detailing the breakdown of movable equipment)

C. Vehicle Rental (See instructions.)

	1 Use	2 Model Year and Make	3 Monthly Lease Payment	4 Rental Expense for this Period	
17			\$	\$	17
18					18
19					19
20					20
21	TOTAL		\$	\$	21

10. Effective dates of current rental agreement:

Beginning _____

Ending _____

11. Rent to be paid in future years under the current rental agreement:

Fiscal Year Ending Annual Rent

12. _____/2004 \$ _____

13. _____/2005 \$ _____

14. _____/2006 \$ _____

* If there is an option to buy the building, please provide complete details on attached schedule.

** This amount plus any amortization of lease expense must agree with page 4, line 34.

A. TYPE OF TRAINING PROGRAM (If aides are trained in another facility program, attach a schedule listing the facility name, address and cost per aide trained in that facility)

1. HAVE YOU TRAINED AIDES DURING THIS REPORT PERIOD?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	2. <u>CLASSROOM PORTION:</u>	3. <u>CLINICAL PORTION:</u>
<u>COMMUNITY COLLEGE TRAINS AIDES</u> If "yes", please complete the remainder of this schedule. If "no", provide an explanation as to why this training was not necessary.		IN-HOUSE PROGRAM <input type="checkbox"/>	IN-HOUSE PROGRAM <input type="checkbox"/>
		IN OTHER FACILITY <input type="checkbox"/>	IN OTHER FACILITY <input type="checkbox"/>
		COMMUNITY COLLEGE <input type="checkbox"/>	HOURS PER AIDE <input type="text"/>
		HOURS PER AIDE <input type="text"/>	

B. EXPENSES

ALLOCATION OF COSTS (d)

		1	2	3	4
		Facility			
		Drop-outs	Completed	Contract	Total
1	Community College Tuition	\$	\$	\$	\$
2	Books and Supplies				
3	Classroom Wages (a)				
4	Clinical Wages (b)				
5	In-House Trainer Wage (c)				
6	Transportation				
7	Contractual Payments				
8	Nurse Aide Competency Tests				
9	TOTALS	\$	\$	\$	\$
10	SUM OF line 9, col. 1 and 2 (e)	\$			

C. CONTRACTUAL INCOME

In the box below record the amount of income your facility received training aides from other facilities:

\$

D. NUMBER OF AIDES TRAINED

COMPLETED	
1. From this facility	
2. From other facilities (f)	
DROP-OUTS	
1. From this facility	
2. From other facilities (f)	
TOTAL TRAINED	

- (a) Include wages paid during the classroom portion of training. Do not include fringe benefit.
(b) Include wages paid during the clinical portion of training. Do not include fringe benefit.
(c) For in-house training programs only. Do not include fringe benefit.
(d) Allocate based on if the aide is from your facility or is being contracted to be trained in your facility. Drop-out costs can only be for costs incurred by your own aides

- (e) The total amount of Drop-out and Completed Costs for your own aides must agree with Sch. V, line 13, col. 8.
(f) Attach a schedule of the facility names and addresses of those facilities for which you trained aides

XIV. SPECIAL SERVICES (Direct Cost) (See instructions.

		1	2	3	4	5	6	7	8	
	Service	Schedule V Line & Column Reference	Staff		Outside Practitioner (other than consultant)		Supplies (Actual or Allocated)	Total Units (Column 2 + 4)	Total Cost (Col. 3 + 5 + 6)	
			Units of Service	Cost	Units	Cost				
					1	Licensed Occupational Therapist	10a-3	hrs	\$	
2	Licensed Speech and Language Development Therapist	10a-3	hrs			9,350	758		10,108	2
3	Licensed Recreational Therapist		hrs							3
4	Licensed Physical Therapist	10a-3	hrs			53,742	3,546		57,288	4
5	Physician Care		visits							5
6	Dental Care		visits							6
7	Work Related Program		hrs							7
8	Habilitation		hrs							8
9	Pharmacy	39-2	# of prescripts				36,910		36,910	9
10	Psychological Services (Evaluation and Diagnosis/ Behavior Modification)		hrs							10
11	Academic Education		hrs							11
12	Exceptional Care Program									12
13	Other (specify):									13
14	TOTAL			\$		\$ 139,776	\$ 41,368		\$ 181,144	14

NOTE: This schedule should include fees (other than consultant fees) paid to licensed practitioners. Consultant fees should be detailed Schedule XVIII-B. Salaries of unlicensed practitioners, such as nurse aides, who help with the above activities should not be listed on this schedule.

This report must be completed even if financial statements are attached.

		1 Operating	2 After Consolidation*	
	A. Current Assets			
1	Cash on Hand and in Banks	\$ 109,631	\$	1
2	Cash-Patient Deposits			2
3	Accounts & Short-Term Notes Receivable- Patients (less allowance)	566,256		3
4	Supply Inventory (priced at <u>COST</u>)	56,706		4
5	Short-Term Investments	518,291		5
6	Prepaid Insurance	68,979		6
7	Other Prepaid Expenses			7
8	Accounts Receivable (owners or related parties)			8
9	Other(specify):			9
10	TOTAL Current Assets (sum of lines 1 thru 9)	\$ 1,319,863	\$	10
	B. Long-Term Assets			
11	Long-Term Notes Receivable			11
12	Long-Term Investments	124,887		12
13	Land	188,707		13
14	Buildings, at Historical Cost	9,725,781		14
15	Leasehold Improvements, at Historical Cost			15
16	Equipment, at Historical Cost	1,011,859		16
17	Accumulated Depreciation (book methods)	(5,523,246)		17
18	Deferred Charges			18
19	Organization & Pre-Operating Costs			19
20	Accumulated Amortization - Organization & Pre-Operating Costs			20
21	Restricted Funds	2,026,461		21
22	Other Long-Term Assets (sp. <u>SEE ATTACHED</u>)	5,752,840		22
23	Other(specify):			23
24	TOTAL Long-Term Assets (sum of lines 11 thru 23)	\$ 13,307,289	\$	24
25	TOTAL ASSETS (sum of lines 10 and 24)	\$ 14,627,152	\$	25

		1 Operating	2 After Consolidation*	
	C. Current Liabilities			
26	Accounts Payable	\$ 300,762	\$	26
27	Officer's Accounts Payable			27
28	Accounts Payable-Patient Deposits			28
29	Short-Term Notes Payable			29
30	Accrued Salaries Payable	482,109		30
31	Accrued Taxes Payable (excluding real estate taxes)			31
32	Accrued Real Estate Taxes(Sch.IX-B)			32
33	Accrued Interest Payable			33
34	Deferred Compensation			34
35	Federal and State Income Taxes			35
	Other Current Liabilities(specify):			
36	<u>SUNSET APARTMENTS</u>	59,820		36
37	<u>INS RESERVE & HEALTH CLAIMS</u>	97,400		37
38	TOTAL Current Liabilities (sum of lines 26 thru 37)	\$ 940,091	\$	38
	D. Long-Term Liabilities			
39	Long-Term Notes Payable			39
40	Mortgage Payable			40
41	Bonds Payable			41
42	Deferred Compensation			42
	Other Long-Term Liabilities(specify):			
43	<u>REF FEES & DEFERRED REVENUE</u>	138,838		43
44	<u>SUNSET APARTMENTS</u>	3,001,084		44
45	TOTAL Long-Term Liabilities (sum of lines 39 thru 44)	\$ 3,139,922	\$	45
46	TOTAL LIABILITIES (sum of lines 38 and 45)	\$ 4,080,013	\$	46
47	TOTAL EQUITY(page 18, line 24)	\$ 10,547,139	\$	47
48	TOTAL LIABILITIES AND EQUITY (sum of lines 46 and 47)	\$ 14,627,152	\$	48

*(See instructions.)

XVI. STATEMENT OF CHANGES IN EQUITY

		1 Total	
1	Balance at Beginning of Year, as Previously Reported	\$ 11,182,516	1
2	Restatements (describe):		2
3			3
4			4
5			5
6	Balance at Beginning of Year, as Restated (sum of lines 1-5)	\$ 11,182,516	6
	A. Additions (deductions):		
7	NET Income (Loss) (from page 19, line 43)	(635,377)	7
8	Aquisitions of Pooled Companies		8
9	Proceeds from Sale of Stock		9
10	Stock Options Exercised		10
11	Contributions and Grants		11
12	Expenditures for Specific Purposes		12
13	Dividends Paid or Other Distributions to Owners	()	13
14	Donated Property, Plant, and Equipment		14
15	Other (describe)		15
16	Other (describe)		16
17	TOTAL Additions (deductions) (sum of lines 7-16)	\$ (635,377)	17
	B. Transfers (Itemize):		
18			18
19			19
20			20
21			21
22			22
23	TOTAL Transfers (sum of lines 18-22)	\$	23
24	BALANCE AT END OF YEAR (sum of lines 6 + 17 + 23)	\$ 10,547,139	24 *

* This must agree with page 17, line 47.

Facility Name & ID Number SUNSET HOME

0011643

Report Period Beginning: 10/01/02

Ending: 09/30/03

XVII. INCOME STATEMENT (attach any explanatory footnotes necessary to reconcile this schedule to Schedules V and VI.) All required classifications of revenue and expense must be provided on this form, even if financial statements are attached**Note: This schedule should show gross revenue and expenses. Do not net revenue against expenses.**

1			
	Revenue	Amount	
A. Inpatient Care			
1	Gross Revenue -- All Levels of Care	\$ 8,215,195	1
2	Discounts and Allowances for all Levels	(949,361)	2
3	SUBTOTAL Inpatient Care (line 1 minus line 2)	\$ 7,265,834	3
B. Ancillary Revenue			
4	Day Care		4
5	Other Care for Outpatients		5
6	Therapy		6
7	Oxygen		7
8	SUBTOTAL Ancillary Revenue (lines 4 thru 7)	\$	8
C. Other Operating Revenue			
9	Payments for Educator		9
10	Other Government Grants		10
11	Nurses Aide Training Reimbursement		11
12	Gift and Coffee Shop	718	12
13	Barber and Beauty Care		13
14	Non-Patient Meals		14
15	Telephone, Television and Radio		15
16	Rental of Facility Space	3,875	16
17	Sale of Drugs		17
18	Sale of Supplies to Non-Patient		18
19	Laboratory		19
20	Radiology and X-Ray		20
21	Other Medical Services		21
22	Laundry		22
23	SUBTOTAL Other Operating Revenue (lines 9 thru 22)	\$ 4,593	23
D. Non-Operating Revenue			
24	Contributions	347,869	24
25	Interest and Other Investment Income**	115,683	25
26	SUBTOTAL Non-Operating Revenue (lines 24 and 25)	\$ 463,552	26
E. Other Revenue (specify):****			
27	Settlement Income (Insurance, Legal, Etc.)		27
28	SEE ATTACHED	231,790	28
28a			28a
29	SUBTOTAL Other Revenue (lines 27, 28 and 28a)	\$ 231,790	29
30	TOTAL REVENUE (sum of lines 3, 8, 23, 26 and 29)	\$ 7,965,769	30

2			
	Expenses	Amount	
A. Operating Expenses			
31	General Services	1,822,911	31
32	Health Care	4,017,591	32
33	General Administration	2,031,965	33
B. Capital Expense			
34	Ownership	443,908	34
C. Ancillary Expense			
35	Special Cost Centers	193,338	35
36	Provider Participation Fee	91,433	36
D. Other Expenses (specify):			
37			37
38			38
39			39
40	TOTAL EXPENSES (sum of lines 31 thru 39)*	\$ 8,601,146	40
41	Income before Income Taxes (line 30 minus line 40)**	(635,377)	41
42	Income Taxes		42
43	NET INCOME OR LOSS FOR THE YEAR (line 41 minus line 42)	\$ (635,377)	43

* This must agree with page 4, line 45, column 4.

** Does this agree with taxable income (loss) per Federal Income Tax Return? YES If not, please attach a reconciliation.

*** See the instructions. If this total amount has not been offset against interest expense on Schedule V, line 32, please include a detailed explanation.

**** Provide a detailed breakdown of "Other Revenue" on an attached sheet.

XVIII. A. STAFFING AND SALARY COSTS (Please report each line separately.)
 (This schedule must cover the entire reporting period.)

		1	2**	3	4	
		# of Hrs. Actually Worked	# of Hrs. Paid and Accrued	Reporting Period Total Salaries, Wages	Average Hourly Wage	
1	Director of Nursing	2,102	2,318	\$ 57,656	\$ 24.87	1
2	Assistant Director of Nursing	1,409	1,538	31,384	20.41	2
3	Registered Nurses	16,889	18,414	318,072	17.27	3
4	Licensed Practical Nurses	75,844	82,934	1,189,178	14.34	4
5	Nurse Aides & Orderlies	148,690	161,134	1,501,032	9.32	5
6	Nurse Aide Trainees					6
7	Licensed Therapist					7
8	Rehab/Therapy Aides	17,723	19,762	221,612	11.21	8
9	Activity Director	1,747	1,894	25,891	13.67	9
10	Activity Assistants	11,053	12,102	94,788	7.83	10
11	Social Service Worker	5,731	6,349	62,461	9.84	11
12	Dietician					12
13	Food Service Supervisor	1,891	2,086	34,666	16.62	13
14	Head Cook	1,802	2,086	28,345	13.59	14
15	Cook Helpers/Assistants	46,903	50,912	398,482	7.83	15
16	Dishwashers	5,640	6,384	56,218	8.81	16
17	Maintenance Worker	11,240	12,253	133,068	10.86	17
18	Housekeepers	26,607	29,264	222,720	7.61	18
19	Laundry	3,726	4,125	36,261	8.79	19
20	Administrator	1,902	2,086	79,007	37.87	20
21	Assistant Administrator					21
22	Other Administrative	7,374	8,196	134,094	16.36	22
23	Office Manager					23
24	Clerical	13,775	15,629	159,211	10.19	24
25	Vocational Instruction					25
26	Academic Instruction					26
27	Medical Director					27
28	Qualified MR Prof. (QMRP)					28
29	Resident Services Coordinator					29
30	Habilitation Aides (DD Homes)					30
31	Medical Records	3,687	4,033	37,782	9.37	31
32	Other Health C:SEE ATTACHED	8,408	9,086	92,490	10.18	32
33	Other(specify) SEE ATTACHED	4,108	4,410	73,316	16.62	33
34	TOTAL (lines 1 - 33)	418,251	456,995	\$ 4,987,734 *	\$ 10.91	34

* This total must agree with page 4, column 1, line 45.

** See instructions.

B. CONSULTANT SERVICES

		1	2	3	
		Number of Hrs. Paid & Accrued	Total Consultant Cost for Reporting Period	Schedule V Line & Column Reference	
35	Dietary Consultant		\$ 8,026	1-3	35
36	Medical Director		3,600	10-3	36
37	Medical Records Consultant		1,475	10-3	37
38	Nurse Consultant				38
39	Pharmacist Consultant		4,232	10-3	39
40	Physical Therapy Consultant				40
41	Occupational Therapy Consultant				41
42	Respiratory Therapy Consultant				42
43	Speech Therapy Consultant				43
44	Activity Consultant		1,950	11-3	44
45	Social Service Consultant		1,950	12-3	45
46	Other(specify)				46
47					47
48					48
49	TOTAL (lines 35 - 48)		\$ 21,233		49

C. CONTRACT NURSES

		1	2	3	
		Number of Hrs. Paid & Accrued	Total Contract Wages	Schedule V Line & Column Reference	
50	Registered Nurses		\$		50
51	Licensed Practical Nurses				51
52	Nurse Aides				52
53	TOTAL (lines 50 - 52)		\$		53

XIX. SUPPORT SCHEDULES

A. Administrative Salaries:				D. Employee Benefits and Payroll Taxes			F. Dues, Fees, Subscriptions and Promotions	
Name	Function	Ownership %	Amount	Description		Amount	Description	Amount
JUDY KIRLIN	CEO/ADMIN	0	\$ 79,007	Workers' Compensation Insurance	\$	294,918	IDPH License Fee	\$
				Unemployment Compensation Insurance		27,999	Advertising: Employee Recruitment	19,719
				FICA Taxes		370,117	Health Care Worker Background Check	
				Employee Health Insurance		418,538	(Indicate # of checks performed 77)	539
				Employee Meals			LIFE SERVICES NETWORK DUES	9,754
				Illinois Municipal Retirement Fund (IMRF)*				
				PENSION		117,309	TRI STATE HEALTH COALITION	3,232
				EMPLOYEE AWARDS		20,834	OTHER DUES FEES	6,632
				PHYSICALS		4,152		
				VACATION PERSONAL TIME		36,439		
				DISABILITY INSURANCE		5,693		
				LESS FUND DEVELOPMENT		(11,984)		
							Less: Public Relations Expense	()
							Non-allowable advertising	()
							Yellow page advertising	()
TOTAL (agree to Schedule V, line 17, col. 1)			\$ 79,007				TOTAL (agree to Sch. V, line 20, col. 8)	\$ 39,876
(List each licensed administrator separately.)								
B. Administrative - Other				TOTAL (agree to Schedule V, line 22, col.8)				
Description			Amount		\$	1,284,015		
			\$					
TOTAL (agree to Schedule V, line 17, col. 3)			\$					
(Attach a copy of any management service agreement)								
C. Professional Services				E. Schedule of Non-Cash Compensation Paid to Owners or Employees			G. Schedule of Travel and Seminar**	
Vendor/Payee	Type		Amount	Description	Line #	Amount	Description	Amount
TIMOTHY J WIEWEL CPA	AUDIT/ACCTG		\$ 13,350				Out-of-State Travel	\$
SCHOLZ LOOS PALMER SIEBERLEGAL			5,948					
SCHOLZ LOOS PALMER SIEBERLEGAL			494					
FROST & RUTTENBERG	MEDICARE ACCTG		5,170				In-State Travel	11,917
KLINGER & ASSOC	ENGINEERING		12,200				PAID FY 2002 2003 SEMINAR	1,466
LZT HEALTHCARE	DESIGN STUDY		2,594					
ARCHITECHNICS	ENGINEERING		962				Seminar Expense	
SPARROW PLUMBING	PLUMBING		5,000					
							Entertainment Expense	()
TOTAL (agree to Schedule V, line 19, column 3)				TOTAL		\$	(agree to Sch. V, line 24, col. 8)	
(If total legal fees exceed \$2500 attach copy of invoices.)			\$ 45,718				TOTAL	\$ 13,383

* Attach copy of IMRF notifications

**See instructions.

[illegible]

(12) Are there any salary costs which have been allocated to more than one line on Schedule for an individual employee? **YES** If YES, attach an explanation of the allocation

- (13) Have costs for all supplies and services which are of the type that can be billed to the Department of Public Aid, in addition to the daily rate, been properly classified in the Ancillary Section of Schedule V N/A
- (14) Is a portion of the building used for any function other than long term care services for the patient census listed on page 2, Section B NO For example, is a portion of the building used for rental, a pharmacy, day care, etc.) If YES, attach a schedule which explains how all related costs were allocated to these functions
- (15) Indicate the cost of employee meals that has been reclassified to employee benefits on Schedule V. \$ 0 Has any meal income been offset against related costs? YES Indicate the amount \$ 30,000
- (16) Travel and Transportation
- a. Are there costs included for out-of-state travel NO
If YES, attach a complete explanation
- b. Do you have a separate contract with the Department to provide medical transportation for residents? NO If YES, please indicate the amount of income earned from such program during this reporting period. \$ 0
- c. What percent of all travel expense relates to transportation of nurses and patients? 0
- d. Have vehicle usage logs been maintained YES
- e. Are all vehicles stored at the nursing home during the night and all other times when not in use? YES
- f. Has the cost for commuting or other personal use of autos been adjusted out of the cost report? N/A
- g. Does the facility transport residents to and from day training? NO**
Indicate the amount of income earned from providing such transportation during this reporting period \$ 0
- (17) Has an audit been performed by an independent certified public accounting firm YES
Firm Name: TIMOTHY J WIEWEL CPA The instructions for the cost report require that a copy of this audit be included with the cost report. Has this copy been attached? YES If no, please explain _____
- (18) Have all costs which do not relate to the provision of long term care been adjusted out of Schedule V? YES
- (19) If total legal fees are in excess of \$2500, have legal invoices and a summary of services performed been attached to this cost report YES
Attach invoices and a summary of services for all architect and appraisal fees

SUNSET HOME #0011643
COST CENTER SCH V
10/01/02-9/30/03

	SALARY	SUPPLIES	OTHER	TOTAL	RECLASS	RECLASS TOTAL	ADJUST	ADJUSTED TOTAL
	1	2	3	4	5	6	7	8
LINE 43-OTHER								
FUND DEVELOP.			79,459	79,459	11,984	91,443	(91,443)	0
SUNSET APARTMENTS			38,942	38,942	36,252	75,194	(75,194)	0
VILLA			38,027	38,027	41,246	79,273	(79,273)	0
	<u>0</u>	<u>0</u>	<u>156,428</u>	<u>156,428</u>	<u>89,482</u>	<u>245,910</u>	<u>(245,910)</u>	<u>0</u>

SUNSET HOME

#0011643

10/01/02-9/30/03

XIX SUPPORT SCHEDULE C. PROFESSIONAL SERVICES

		<u>AMOUNT</u>	<u>INVOICES ATTACHED</u>
SCHOLZ LOOS PALMER SIEBERS	LEGAL	5,498 X	
ARCHITECHNICS	ENGINEERING	963 X	MISC CONSULTING HEATING & COOLING
KLINGER & ASSOCIATES	ENGINEERING	4,000 X	ADDITIONAL INDEP LIVING - PROJECT NOT DONE
KLINGER & ASSOCIATES	ENGINEERING	7,000 X	ASSISITED LIVING - PROJECT NOT DONE
KLINGER & ASSOCIATES	ENGINEERING	1,200 X	STORAGE BUILDING- PROJECT NOT DONE
LZT ASSOCIATES	ENGINEERING	2,594 X	PRELIMINARY HEALTHCARE RENOVATION
SPARROW PLUMBING	PLUMBING	5,000 X	CROSS CONNECTION INSPECTION FEES

SUNSET HOME

#0011643

10/01/02-9/30/03

XVII INCOME STATEMENT LINE 28 OTHER REVENUE

GAIN ON SALE OR DISPOSITION OF ASSETS	300
VILLA INDEPENDENT LIVING	160,991
SUNSET APARTMENTS RENTAL FEES	66,951
MISCELLANEOUS INCOME	3,548
	<u>231,790</u>

XX GENERAL INFORMATION LINE 12

HOUSEKEEPING - LAUNDRY DIRECTOR 25% TO LAUNDRY 75% TO HOUSEKEEPING

SUNSET HOME

#0011643

SEPTEMBER 30, 2003

An interest income offset is not applicable at 9/30/03 because of the following reasons.

- 1) There has been a loss from operations for the last eighteen years. So no additional monies have been generated from operations for investment purposes.
- 2) The majority of investments are derived from contributions and endowments.
- 3) There have been various construction projects over the past several years which were financed through contributions and investment income earned on such monies and/or borrowings.

SUNSET HOME #0011643
BALANCE SHEET- SCH XV
SEPTEMBER 30, 2003

OPERATING

LINE 23-OTHER

VILLA BUILDING & EQUIPMENT NET OF DEPRECIATION (623,115)	1,062,549
SUNSET APARTMENTS BUILDING & EQUIPMENT NET OF DEPRECIATION (11,014	3,052,047
ASSETS INTERNALLY (BOARD) DESIGNATED	334,088
ADDITIONAL LAND COSTS	395,311
LAND HELD FOR EXPANSION	908,845
	<u>5,752,840</u>

SUNSET HOME

#0011643

10/01/02-9/30/03

XVIII STAFFING & SALARY COSTS

	<u>1</u> # OF HRS. ACTUALLY WORKED	<u>2</u> # OF HRS. PAID AND ACCRUED	<u>3</u> TOTAL SALARIES AND WAGES	<u>4</u> AVERAGE HOURLY WAGE
<u>LINE 32 - OTHER</u>				
NRS-SUPPLY COORDINATOR	1,505	1,705	19,430	11.40
NRS- TRANSPORTER	1,893	2,016	16,340	8.11
SOC SERV- DIRECTOR	1,771	1,951	26,725	13.70
NRS- CLERICAL	3,239	3,414	29,995	8.79
	<u>8,408</u>	<u>9,086</u>	<u>92,490</u>	
 <u>LINE 33 - OTHER</u>				
HOUSEKEEPING & LAUNDRY DIRECTOR	1,946	2,080	24,605	11.83
MAINTENANCE DIRECTOR	1,918	2,086	43,073	20.65
ACTIVITIES- PASTORIAL CARE DIRECTOR	244	244	5,638	23.11
	<u>4,108</u>	<u>4,410</u>	<u>73,316</u>	